



State of Arizona
Department of Education

Jaime A. Molera

Superintendent of
Public Instruction

MEMORANDUM

June 25, 2002
CN-45-02

TO: School Food Authorities; Gifted Education Directors; Special Education Directors

FROM: Rick Hall, MS RD
Team Leader NSLP

SUBJECT: Release of Free and Reduced Price Eligibility Data

This memo discusses the issue of releasing Free and Reduced-Price data to another division of the Arizona Department of Education (ADE) known as Exceptional Student Services (ESS). The purpose of releasing this data is for a program entitled the Advanced Placement Incentive Program (APIP). The APIP "provides grants...to pay advanced placement (AP) test fees on behalf of eligible low-income individuals, and to undertake activities designed to increase the participation of low-income students in advanced placement courses and tests (Federal Register 2001)."

The United States Department of Agriculture (USDA) has extended limited disclosure of free and reduced-price eligibility status only to the ESS division of ADE and no other entity. However, only the names of students eligible for AP tests and/or classes is necessary. Those that work directly with the Food Service may release the names of those students eligible for AP exams and classes to ESS only for this purpose.

Under the Advanced Placement Incentive Program (APIP) Federal grant, there is a legitimate need for the ESS office to receive the names of students who qualify for free or reduced-price meals under the National School Lunch Program (NSLP). While this procedure is acceptable now for the pilot project, in the future the ESS office and the Student Services offices would direct the participating schools to release a total count of eligible students receiving free or reduced-price benefits.

Through the APIP project, students who meet low-income (free & reduced-price eligibility) guidelines are also eligible to receive Advanced Placement or Pre-Advance Placement classes on-line. Without releasing names, the AP teacher can receive a student count of those eligible, including specifics of AP exams needed to its Gifted Coordinator/Director, at the district level, for the purpose of this project.

Without breaking the confidentiality agreement, all sponsors may choose to release the free and reduced-price eligibility status to the office of ESS for the purpose of the APIP grant.

If you have any questions regarding this memo, please contact your assigned specialist at 602-542-8700.

cc: Carolyn Carr
Coordinator, Gifted Education

cc: Kathryn Huizenga
Manager, Exceptional Student Services Unit

